

TERMS OF REFERENCE AND DELEGATIONS

Environment and Amenities Committee

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Environment and Amenities Committee

As agreed by the Town Council on 28 July 2021

i) **Membership:** Seven Councillors plus the Mayor and the Chair of Finance, Governance and Asset Management (*ex officio*)

ii) **Committee Purpose:**

1. **Strategic:** define and oversee projects, programmes and services which address the Council's objective "**Respond Effectively and Speedily to the Climate Emergency**", as agreed at Council on 20th March 2019.
2. **Operational:** agree performance standards for identified functions set out below and periodically review process efficiency and operational performance against those standards. Oversee all Amenities and Recreation matters falling within the purview of Abingdon-on-Thames Town Council;
 - a. Adverse weather arrangements;
 - b. Allotments;
 - c. Abingdon in Bloom;
 - d. Cemeteries - burials and maintenance;
 - e. Closed Churchyards;
 - f. Fisheries;
 - g. Maintenance of trees on Town Council land and working towards increasing tree cover;
 - h. Recreation areas, play areas, the town's open spaces, amenity land and sports pitches;
 - i. Roysse Court garden;
 - j. War memorial;
 - k. Keeping the town tidy through grounds maintenance, litter picking and general management on areas which are the responsibility of the Town Council and where there is an agency agreement with another authority to provide such services;
 - l. The Council's Works Depot, transport, plant and equipment;
 - m. Development and delivery of a biodiversity strategy;
 - n. working with other landowners and organisations to achieve the Town Council's strategic objectives.

iii) **Specific Delegations**

1. To undertake a systematic review of all of the Council's services (including its internal operations) and make recommendations to the Council, its committees and sub-committees on ways in which the council can reduce damage to the global and the local environment through its policies and practices in the delivery of its services.

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2. To develop and implement a work plan for the Council to address internal and external changes which will assist the community in moving to meet committed environmental targets.
3. To propose new services and initiatives which the Council should consider in relation to their impact on the climate emergency and the environment.
4. To oversee bids for funding relating to the climate emergency and improving the environmental impact of its actions.
5. To provide an annual report on the Council's progress made to comply with the Council's motion of 20th March 2019 and the target set to make the Council as carbon neutral as possible by 2030 at the Council meeting each January.
6. To provide community leadership and raise awareness in relation to the climate emergency and sustainability, working with and engaging with public sector partners, businesses, community groups and residents.
7. To advise on how the Council can contribute to:
 - a. national legally binding targets on the climate emergency
 - b. countywide targets on the climate emergency through the Oxfordshire Environment Partnership (OEP)
 - c. the Oxfordshire Energy Strategy Delivery Plan
8. To establish service policies, approve programmes of work, monitor performance and take decisions in respect of those operational areas detailed above
9. To oversee all arrangements within the town relating to recreation areas and open spaces, including the responsibilities of the various local authorities and arrangements in place for the management and maintenance of open spaces.
10. To oversee the provision of allotments and cemeteries.
11. To consider the Council's environmental initiatives, and in particular to co-ordinate and make recommendations relating to its policies relating to the environment.